



STATE OF TENNESSEE
DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT
DIVISION OF WORKFORCE SERVICES
220 French Landing Drive
Nashville, TN 37243-1002
(615) 741-1031

State Workforce Development Board Meeting Minutes
Nashville, TN
June 20, 2014
8:30 am – 12:15 pm

Board Members Present:

Rogers Anderson
Jerry Bush
Craig Butler
Timothy Burchfield
Arthur Cate
Echell Eady
Shirley Frierson
John Greeter
Ann Hatcher
David Hayes
Bethany Lay
Warren Logan
Susan MacArthur
Chris Mason
Greg Persinger
Burns Phillips
Stuart Price
Bob Ravener
Jason Rich
Zachariah Stansell
Jimmy Williamson
Sandra Woods

Board Members Present by Proxy:

Kevin Huffman (Nick Hansen)
Raquel Hatter (Cherrell Campbell-Street)
Bill Hagerty (Wisty Pender)
Jason Rich (Bethany Lay)
Lottie Ryans (Timothy Burchfield)
Richard Manahan (Rogers Anderson)

Members Absent:

Walter Butler
Bruce Dotson
Jimmy Eldridge
Betty Johnson
Raymond Marston
Anthony Nicholson
Mark Norris
Jean Schmidt
Yolanda Shields

Members Abstaining:

Rogers Anderson (LWIA 8)
Craig Butler (LWIA 11)
Arthur Cate (LWIA 3)
John Greeter (LWIA 6)
Bethany Lay (LWIA 10)
Warren Logan (LWIA 5)
Jason Rich (LWIA 10)
Lottie Ryans (LWIA 1)

Staff Present:

Briana Johnson	Mark Chandler
Christy Montgomery	Pat Bleecker
Susie Bourque	Ryan Allen
James Roberson	Jason Beard
Sterling van der Spuy	Nicholas Bishop
Teresa Broome	Nina Webster
Nova Buker	Lane Marks
Regina King	
Melinda Williams	
Deniece Thomas	

Welcome:

Chairman Bob Ravener welcomed all board members, state and LWIA staff, and guests. He announced that the unemployment rates for April 2014 had decreased in all 95 counties and that the unemployment rate for the state had dropped for the eighth consecutive month landing at 6.3%. He highlighted the work of the Mobile Career Coaches in providing services to those in counties with the highest unemployment rates.

Chairman Ravener provided a report from the March 7, 2014, Executive Committee meeting in regard to the State Plan Modification. The Executive Committee met at the Department of Labor and Workforce Development at 10:00 A.M. Executive Committee Members present were: Chairman Bob Ravener, Mayor Rogers Anderson, Yolanda Shields, and John Greeter. Ann Hatcher joined the meeting via phone. State staff members Christy Montgomery, Sterling van der Spuy, James Roberson, Dan Holton, and Rosevelt Noble were also in attendance. The following board members observed the meeting via conference call: Betty Johnson, Craig Butler, and Zachariah Stansell. Local area and state staff who observed the proceedings via phone were: Rick Layne, Gary Morgan, Margaret Prater, Brian Clark, Marla Rye, Kathy Pierce, Nancy Brown, Jimmy Bell, Chris Tiller, Teresa Broome, and Mark Chandler. Chairman Ravener provided the committee with an update about the unemployment rate and about activity surrounding new and expanding businesses. Sterling van der Spuy provided a department update regarding incentive-award eligibility, the new Youth Work Experience Pilot Project, Pathways TN, and a Brookings Institute report highlighting Tennessee's advanced manufacturing related to the automotive industry. The committee reviewed the State Plan Modification and unanimously voted to approve it and to submit to the U.S. Department of Labor. During the board meeting of June 20, 2014, the Chairman explained that, on June 6, 2014, the Governor had received notification that the State Plan modification had been approved.

Chairman Ravener updated board members, who had applied for re-appointment, of the expected announcement from the Governor's office around the first of July. He updated the Commissioner's Round Table members concerning discussions, with business leaders across the state, which he had attended.

Roll Call/Conflict of Interest Statement:

Board Director Christy Montgomery conducted the roll call and established the presence of a quorum. Ms. Montgomery notified board members that Conflict of Interest, Acknowledgement/Disclosure, and Code of Ethics forms were on-site for review and updates.

Approval of Minutes:

Craig Butler made a motion to approve the minutes from the full board meeting on December 6, 2013. Jimmy Williamson seconded the motion. **Motion Passed.**

Opening Remarks:

Burns Phillips, Commissioner of the Tennessee Department of Labor and Workforce Development, gave the opening remarks and thanked all State Board members. He provided an update on his Round Table discussions across the thirteen Local Workforce Investment Areas. He then introduced Deputy Commissioner Dustin Swayne who provided the board with a demonstration of the Zendesk tool which the department has implemented to assist staff with the high volume of Unemployment Insurance-related calls; he also included information about how other divisions of the department are using this tool.

Governor's Taskforce on Human Trafficking:

Margie Quin with the Tennessee Bureau of Investigation provided an overview of the high levels of human trafficking activity in Tennessee. She provided promotional material and information about how businesses and individuals can be involved to prevent and report instances of human trafficking.

LWIA 11 Success Story:

Jimmy Bell, Director of LWIA 11, introduced Edmund Thomas who first provided the board with his background related to incarceration for drug-related charges; then he explained how the workforce programs and staff of LWIA 11 helped him "turn his life around" and become a success for re-entry into the workforce. He was able to gain a job in a lumber yard and recently started his own business in the construction trade.

Presentation of the Jim Alford Award:

Marla Rye, Director of LWIA 8, introduced Steve Gibson from Gap Inc. who is the recipient of the 2013 Jim Alford Award. The Operations Committee Chairman presented the award.

Presentation of the 2013 Regional Employee of the Year Awards:

Operations Committee Chairman John Greeter presented Regional Employee of the Year Awards to: Connie Steward (West), Kim Rye (Middle), Mark Kirby (East).

Youth Work Experience Pilot Program:

Christy Montgomery, Director of the State Workforce Development Board and Strategic Planning, facilitated the next three presentations as they relate to WIA Youth Programs. Christy and Briana Johnson presented an update concerning the Youth Work Experience Pilot Program which served 189 youth from February 2014 until June 30, 2014. To date, ten youth have been reported as being hired full time by those companies they were placed with. Briana provided an update on presenting the information from the program at the Atlanta Employment and Training Youth Forum as a Best Practice.

Promising Practice, Year-Round Youth Work Experience:

Christy Montgomery provided an overview of the WIA Youth Year-Round Program. Then she introduced Anna Smith, Deputy Director LWIA 5, to present the Best Practice for the local area, work-experience program design for the year-round program.

Pathways to Prosperity:

Nick Hansen, Program Manager with the Department of Education for Pathways to Prosperity, along with Wisty Pender, Director of BERO for the Department of Economic and Community Development, provided the board with an overview of the Pathways to Prosperity movement based on a Harvard University report. They informed the board of the state leadership Pathways TN team and the progress of the implementation across regions. This overview highlighted the work taking place in the Upper-Cumberland and also the interaction between LWIA 5 with the Pathways consortium in the Southeast Region. The Southeast region worked with LWIA 5 to submit a Youth Connections Grant, which was not awarded.

Strategic Planning Committee Report:

Chair Ann Hatcher delivered the committee report for Strategic Planning. The Strategic Planning Committee met May 1-2, 2014 to hear presentations from each LWIA about each LWIA's Local Five-Year Plan. Board Members present were: Mayor Rogers Anderson, Craig Butler, Walter Butler, Timothy Burchfield, Jerry Bush, Art Cate, Echell Eady, Rep. Jimmy Eldridge, John Greeter, Ann Hatcher, David Hayes, Bethany Lay, Warren Logan, Raymond Marston, Mayor Chris Mason, Susan MacArthur, Sen. Mark Norris, Greg Persinger, Commissioner Burns Phillips, Chairman Bob Ravener, Lottie Ryans, Zak Stansell, Jimmy Williamson, Sandra Woods, Ted Townsend, Nick Hansen, and Cherrell Campbell-Street.

The committee voted to adopt the staff recommendation and approved Five-Year Local Plans for LWIAs 1, 5, 8, 9, 10 & 12. The Committee voted to accept the staff recommendation and postpone voting on approval of the Five-Year Local Plans to allow additional time for

modifications and submission of required items for the following LWIAs: 2, 3, 4, 6, 7, 11 & 13. These areas were asked to attend the Strategic Planning Committee on June 19, 2014, so their plans could be voted on.

Committee members present at the June 19th Strategic Planning Committee were: Chair Ann Hatcher, Shirley Frierson, Echell Eady, Cherrell Campbell-Street, Timothy Burchfield, and Jimmy Williamson. The committee voted to adopt the staff recommendation and approve Five-Year Local Plans for LWIAs 2, 4, 6, 7, 11 & 13. The Committee voted to approve the Five-Year Local Plan for LWIA 3 pending certification of the Local Workforce Investment Board by the Governor.

David Hayes made the motion to adopt the committee recommendation for approval of Local Area Five-Year Plans. Bethany Lay seconded the motion. **Motion Passed.**

Policy Committee Report:

Policy Committee member Chris Mason provided the Policy Committee Report from June 19, 2014. Mayor Rogers Anderson, Sandra Woods, Bethany Lay, Art Cate and Mayor Chris Mason were present at the committee meeting. Susie Bourque served as the staff liaison to the committee. Susie provided an overview of the draft Workforce Innovation and Opportunity Act, highlighting changes to the workforce development system, changes to training and employment services, and the acts potential impact on policy. Positive aspects of the bill include: the increase in age, for youth (up to 24 years old); reduced requirements for state and local boards; and, room to make improvements to the system. Concerns, at this time, which were discussed, were: the potential for re-designation; a higher number of out of school youth to serve; and, a potential for competitive procurement of career center operations.

Continuous Improvement Committee Report:

Vice-Chairman Craig Butler delivered the Continuous Committee report from June 19, 2014. Committee members who were present were Vice-Chair Butler, Jerry Bush, and Susan MacArthur. Staff who were present included Nina Webster and Dan Holton. Mr. Butler informed the board that Quarterly Performance showed: participations levels are down significantly; although the state did not exceed its target for Adult Average Earnings, the levels are not failing; figures are at pre-recession and pre-recovery act figures; and, that, as a state, performance measures are being exceeded. He informed the board about the recent negotiation of state performance levels agreed to by USDOL for Program Year 2014. The Board was provided a copy of the figures and Mr. Butler stated that they are significantly high and that it will be a challenge for the state to meet such high measures. Mr. Butler recognized Lee Grehan from the University of Memphis Sparks Bureau for Business and Economic Research. Mr. Grehan gave the board a demonstration of the Performance Dashboard (which is nearing its final development). The board was provided an update concerning the VOS implementation which will replace the eCMATs database. September 29, 2014, will be the "turn off date" for eCMATs. Mr. Butler provided an overview of the Program Year 2012 Incentive Awards. Since the Tennessee did not meet its overall performance and did not receive an incentive award, it is required to award local incentive awards. Three LWIAs did not receive incentive awards

although their performance did not result in sanctions (since they just did not exceed all targets). Mr. Butler presented the Committee recommendation for the board to approve the proposed incentive awards since this is consistent with current policy. He did, however, note that the next program year's award would be based on a revised policy.

John Greeter made the motion to adopt the recommendation of the committee related to Program Year 2012 Incentive Awards. David Hayes seconded the motion. **Motion Passed.**

Operations Committee Report:

Chairman John Greeter provided the Operations Committee report from May 1, 2014. Chairman Greeter, David Hayes, Zack Stansell, Warren Logan, Raymond Marston, Rep. Jimmy Eldridge and Greg Persinger were present. Patrick Bleecker served as the staff liaison and Assistant Administrators James Roberson and Dan Holton were also in attendance. Presentations were given by Lee Grehan and Simon Oliver from the University of Memphis and A. J. Starling from the AFL/CIO Technical Assistance. Chairman Greeter opened the meeting at 10:00 A.M.

A. J. Starling gave a presentation concerning the 2014-15 Technical Assistance/Rapid Response, fee-for-services proposal. There was discussion generated from the committee members and questions were addressed. Lee Grehan and Simon Oliver gave a presentation concerning the University of Memphis, cost reimbursement proposal for 2014- 15. There was discussion from the committee and questions were addressed.

Patrick Bleecker informed the committee that no recommendation to the full board would be required at this meeting. The DOL will review the proposals and budget requests as presented and will make a recommendation to the Operations Committee at its meeting on June 19th. The committee would then make its recommendations to take to the full board on June 20th.

The committee was briefed concerning the 2013 Jim Alford and the WIA Employee of the Year Awards approved at the December meeting; these were to be awarded at the June 20th State Workforce Development Board meeting. The winner of the 2013 Jim Alford Award is Gap Inc. in LWIA 8. The winners of the 2013 Employee of the Year Awards are Kim Rye in LWIA 8, Connie Stewart in LWIA 12, and Mark Kirby in LWIA 5.

Mr. Bleecker reviewed the new guidelines and process for the 2014 regional "Workforce Services Employee of the Year" awards. The committee approved the new process which will be used to determine the winners at the June 19, 2014, Operations Committee meeting. Winners will receive their awards at the December State Workforce Development Board meeting.

Meeting adjourned at 11:30 AM.

Chairman John Greeter then provided the Operations Committee report from June 19, 2014. Chairman Greeter, David Hayes, Zack Stansell, Warren Logan, and Greg Persinger were present. Pat Bleecker served as the committee liaison and James Roberson (Assistant Administrator Division of Workforce Services) and Ivan Greenfield (Director of Compliance Division of Workforce Services) were also present. Chairman Greeter opened the meeting at 3:00 PM.

The committee voted to recommend approval to the full Board of the AFL/CIO Fee for services proposal. Maximum obligation of \$100,000. (Board vote required)

The committee voted to recommend approval, to the full board, of the University of Memphis "Sparks Bureau of Business and Economic Research/Center for Manpower Research," Cost Reimbursement proposal for \$551,305. (Board vote required)

James Roberson explained the 2014-15 WIA Program Budget and the committee voted to recommend approval of:

State Set Aside \$4,674,467

Rapid Response \$4,168,085

Copy of the detailed budget is in your packet.

(Board vote required)

The committee reviewed and selected the 2014 Workforce Services Employee of the Year Awards from the three regional areas. The winners will be presented their awards at the full board meeting in December.

Ivan Greenfield presented an overview of WIA Formula Funds Expenditures and obligations through April 2014. Ivan discussed current expenditures/obligation rates for the Adult, Youth, and Dislocated Worker funding streams; he noted where specific LWIAs have low expenditure and obligation rates for their first-year funds (PY13/FY14). Historically, LWIAs are expending 100% of formula funds for all programs within the two-year time frame. The State is currently drafting a policy that will address specific items to be included in additional funds requests from LWIAs and the State will address this with the Policy Committee in the future.

Meeting adjourned at 5:10 PM.

Closing Remarks:

Chairman Ravener thanked the board for its time and energy. With no further business, the meeting was adjourned by Chairman Ravener.

Future Dates:

September 11, 2014 New Board Member Orientation

September 12, 2014 Full Board Meeting


Christy Montgomery
SWDB Board Director


Sterling van der Spuy
Administrator